

AMS/FAST CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 21-74

Date Received: June 18, 2021

Title: Portfolio Stakeholder Governance Body Charter Document Template Updates

Initiator Name: Jermell Spence

Initiator Organization Name / Routing Code: Life Cycle Acquisition Policy, AAP-130

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Policy and Guidance: (check all that apply)

- ☐ Policy
- ☒ Guidance
- ☐ Procurement Forms, Templates and Samples
- ☐ Real Property Templates and Samples
- ☐ Procurement Clauses
- ☐ Real Property Clauses
- ☐ Other FAST Tools and Resources

Summary of Change: The change revises the Portfolio Stakeholder Governance Body Charter Document Template and creates guidance to aid Program Offices in the implementation of the SGB and the processes it must create and the guidelines they must follow.

Reason for Change: To reinforce the role of the SGB and provide structure and reporting requirements for SGB processes and decisions.

Development, Review, and Concurrence: AAP-100/200 & PMO & IP&A

Target Audience: Contracting personnel, Acquisition workforce, governance organizations, Program office

Briefing Planned: ASAG Briefed on 6/15/21. AEB Briefed on 6/24/2021.

ASAG Responsibilities: ASAG approved 6/15/21. AEB approved 6/24/21.

Section / Text Location: F&E Funded Capital Assets

Concept and Requirements Definition

Toolkit - PortfolioStakeholdersGovernanceBodyGuidanceCharterTemplate

FAST Version 7/2021

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The redline version must be a comparison with the current published FAST version.

☒ I confirm I used the latest published version to create this change / redline

or

☐ This is new content

Links:

<https://fast.faa.gov/docs/PortfolioStakeholdersGovernanceBodyGuidanceCharterTemplate.docx>

Attachments: Redline and final documents.

Other Files: N/A.